

RESOURCE MANAGEMENT AGENCY

DEPARTMENT OF ENGINEERING AND GENERAL SERVICES

SPECIAL DISTRICTS DIVISION

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RESIDENTIAL WATER METER READING GUIDELINES

How to Read Your Meter

In the meter at the right, the reading is taken from the figures shown under the words CUBIC FEET. The meter reads 81,710, which is the total number of cubic feet of water recorded since the meter was installed.

If by the time the we read your bills the next time you had used 1,200 cubic feet of water, the new reading would be 82,910 (81,710 plus 1,200). Your bill would be figured by subtracting the old number (81,710) from the new number (82,910). You would then be billed for 1,200 cubic feet.

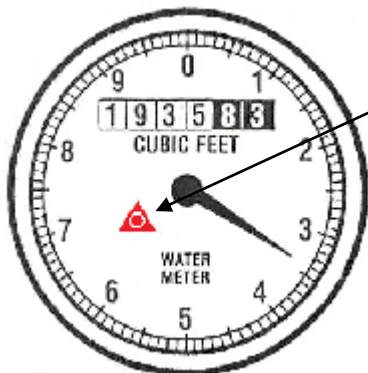
It's important to note that the large sweep hand is used only for testing purposes.



How do I tell if I have a leak?

Follow these easy steps to determine if there is a leak:

1. Turn off all water inside and outside the house including showers, sinks, washing machine and any appliance that uses water.
2. Take the lid off the meter box. Be careful, as lids can be heavy, and sometimes bugs, snakes or small animals hide inside meter boxes.



3. Watch the meter . If your meter has a triangular blue or red “**leak indicator**” and it is spinning, you have a leak. If there is no indicator and the actual meter dial hand is moving, water is running somewhere in your system and you have a leak – go to step 4. If the hand is not moving, note the position of the hand and wait ten minutes. Check the meter again, if it has moved, you have a slow leak - go to step 4. If not you do not have a leak.
4. Locate the main shut-off valve in your house. It is usually located near the hot water heater in the basement or garage. Turn off the valve. Turn on a faucet inside the house to test. If water still flows from the faucet after several seconds, the shut off valve is not working. There is no way to tell if the leak is indoors or outdoors. If no water flows through the faucet, the shut off valve is working. Return to the meter.
5. Check if the **meter's leak indicator** or dial hand is moving. If the leak indicator or dial hand is still moving, water is flowing between the meter and the shut-off valve. That means you have an underground leak. If it is not moving, then you have an indoor leak.



If your meter has been tested and found to be accurate or if you have determined that you have a leak, but are unable to locate it, you will need to seek professional assistance to further analyze your system.